**Section 200.70 Inspection of Records at Bureau Offices**

a) Generally, public records will be made available for inspection at the Bureau's offices between the hours of 8:30 a.m. and 5:00 p.m., Monday through Friday, except on state holidays. A place will be provided in which the requestor may inspect public records.

b) An employee of the Bureau may be present throughout the inspection.

c) Documents which the requestor wishes to have copied shall be segregated during the course of the inspection. Generally, all copying will be done by Bureau employees.